

PROFESSIONAL'S INSPECTION RECORD
DEPARTMENT OF MANAGEMENT AND BUDGET
Facilities Administration

This form is required to verify visits by the professional service contractor on the job site. Complete this form and attach it to the appropriate payment voucher for services rendered. (Authority: 1984 PA 431)

PROFESSIONAL SERVICE CONTRACTOR			DATE	
INDEX NUMBER(S)	AGENCY NUMBER	FILE NUMBER	CONTRACT NUMBER	
PROJECT NAME				
DEPARTMENT/AGENCY				
DATE	PROFESSIONAL	PURPOSE OF VISIT	TRAVEL TIME	SITE TIME

FIELD REPRESENTATIVE OR CONTRACT ADMINISTRATOR	DATE
PROFESSIONAL SERVICE CONTRACTOR	DATE